

**ST. EDWARD THE CONFESSOR CHURCH  
MOTTINGHAM**

**ANNUAL REPORT  
AND  
FINANCIAL STATEMENTS  
FOR THE YEAR  
ENDED  
31 DECEMBER 2018**

**CHARITY REGISTRATION No: 1164675**

Independent Examiners Ltd  
Sovereign Centre  
Poplars  
Yapton Lane  
Walberton  
West Sussex  
BN18 0AS

**ST. EDWARD THE CONFESSOR CHURCH, MOTTINGHAM**

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## **ST. EDWARD THE CONFESSOR CHURCH, MOTTINGHAM**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

<b>CHARITY NUMBER</b>	1164675
<b>START OF FINANCIAL YEAR</b>	1 January 2018
<b>END OF FINANCIAL YEAR</b>	31 December 2018

The charity is run and managed by its Trustees. The Incumbent and churchwardens are ex officio trustees, holding the licence of the Diocesan Bishop although the churchwardens are also elected by the Annual Vestry meeting of the whole parish.

The remaining trustees are elected by the Annual Parochial Church Meeting, with two representatives (Arlin Robinson and Allan Farrugiavella) being elected as Deanery Synod representatives and the remainder as elected PCC members. Appropriate training and support is provided to new Trustees adapting to their role.

<b>LEGAL STATUS</b>	St Edward the Confessor Church, Mottingham is a registered charity (No. 1164675) and is governed by the Parochial Church Council (Powers) Measure 1956 and the Church Representation Rules, made under the Synodical Governance Measure 1969.
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### **OBJECTS**

The aims and objectives of the charity are to co-operate with the Incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical (The PCC (Powers) Measure 1956), serving the local community to promote its health and well-being and provide a place of worship and focal point for spiritual and community activities whilst working in partnership with local people and various statutory and voluntary organisations.

<b>CORRESPONDENCE ADDRESS</b>	St Edwards Church Hall St Keverne Road Mottingham London SE9 4AA
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<b>PRIMARY BANKERS</b>	HSBC Bank Plc 111 Eltham High Street London SE9 1TD
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<b>INDEPENDENT EXAMINER</b>	J Irvine-Smith FCIE Independent Examiners Limited Sovereign Centre Poplars, Yapton Lane Walberton, West Sussex BN18 0AS
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## **INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

Report to the Church Council of St. Edward The Confessor Church, Nottingham on the accounts for the year ended 31 December 2018 set out on pages 11 to 20.

### **Respective responsibilities of trustees and examiner**

The Church Council is responsible for the preparation of the accounts. The Church Council consider that an audit is not required for this year (under section 144 of the Charities Act 2011) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Act); and
- state whether particular matters have come to my attention.

### **Basis of Independent examiner's statement**

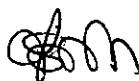
My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the organisation and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Church Council concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

J Irvine-Smith FCIE  
Independent Examiners Limited  
Sovereign Centre  
Poplars, Yapton Lane  
Walberton, West Sussex  
BN18 0AS



Dated: 30/4/19

## ST. EDWARD THE CONFESSOR CHURCH, MOTTINGHAM

### TRUSTEES REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

**Address:** 35 St Keverne Road, Mottingham, London SE9 4AQ

**Constitution:** The Charity is established under the PCC (Powers) Measure 1956<sup>[1]</sup> and governed according to the Church Representation Rules<sup>[2]</sup> as revised from time to time in accordance with the Synodical Governance Measure 1969.<sup>[3]</sup> Although it is an independent charity the PCC is also a part of the Church of England and accountable to Southwark Diocese.

The Chair of trustees is the Rev Dr Catherine Shelley, the Vicar

The trustees elected at the APCM in April 2018 were:

Errol Furlong and Claudette Mills, as churchwardens

Pat Dockree and Ruth Slater, Pastoral Assistants and joint Treasurers

Atim Robinson and Allan Farrugiavella as Deanery Synod representatives

Elaine McNaughton – PCC Secretary until the APCM (Ruth Slater took over as correspondence secretary until the end of the year and the minute taking aspects of the secretarial role were shared between Jenny Furlong, Atim Robinson, Ruth Slater and Elaine McNaughton until December 2018 when Ruth Slater assumed the full secretarial role)

Paula Logan, Steven Punt, Jenny Furlong, Debbie Leader and Val Gillman were also elected and Diane Kapp – who was appointed Children's Leader – was co-opted.

#### **Sub Committees:**

The following members of the StEP committee were appointed from the PCC – Rev Dr Catherine Shelley, Ruth Slater, Pat Dockree, Claudette Mills, Atim Robinson and Jenny Furlong. In addition, Maureen Gallagher (Chair), Laurie Bell (Treasurer), Margaret Nye (Play ad Stay), Kathy Wickes (Senior youth worker) and Sue Kennedy (PCSO) have also been members of the StEP committee. Sue Turner is the Project Manager and has written a separate annual report about StEP's activities.

During the year a consultation process was undertaken about StEP becoming a separate charity to enable more independence and recruitment of members from the wider community who may not wish to attend church. An application for registration as a CIO was submitted in July 2018 and StEP was registered as a separate charity (using the model constitution for a CIO) in February 2019 (Charity No. 1182060).

Two further sub-committees have been convened during the year:

**Fundraising and fairs** – members are Val Gillman, Mary Maguire, Pat Dockree and Ruth Slater, along with the vicar; they have also worked with Mottingham Community Association on planning joint fairs.

**Buildings Sub Committee** – of which the members are the vicar, Steven Punt, Allan Farrugiavella, Errol Furlong and a representative from the Treasury Team. Two representatives from StEP are also to be elected and additional external members, with buildings expertise, have been approached about being involved either as full members or advisers. The PCC also works with David Swarbrick our Inspecting Architect in relation to building developments.

#### **Policies, Risk Assessments and Training:**

The PCC has continued to adopt and review a range of policies covering Safeguarding, Equalities, the Environment and has also adopted new policies during the year covering financial procedures and accountability and GDPR.

Risk Assessments have also been reviewed and updated in relation to use of the hall, the kitchen, the church and the respective activities organized by StEP and the church.

All members of the PCC undertook safeguarding training in August and several StEP and church volunteers also attended a safeguarding briefing from the local LADO. Sue Turner and Catherine Shelley have also undertaken fundraising training and Senior First Aider training.

<sup>[1]</sup> <http://www.legislation.gov.uk/ukcm/Eliz2/4-5/3/contents>

<sup>[2]</sup> <https://www.churchofengland.org/more/policy-and-thinking/church-representation-rules/church-representation-rules-online>

<sup>[3]</sup> <http://www.legislation.gov.uk/ukcm/1969/2/contents>

## **ST. EDWARD THE CONFESSOR CHURCH, MOTTINGHAM**

### **TRUSTEES REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2018**

#### **Objects, Activities, Achievements and Partnerships:**

The PCC is established for the benefit of the public both within its parochial area and for any who wish to visit the church or the activities in the church hall. Its purposes are Christian Mission as part of the Church of England and the worldwide Anglican Communion. St Edward's lives out its mission through a commitment to inclusion and welcome for all who wish to attend worship, services and/or community activities. We also seek to live out the mission priorities of the Anglican communion to welcome and baptize new members; to live out the Gospel, serving our community, seeking social justice and living sustainably in creation.

In addition to Sunday services during 2018 we have started a Wednesday evening service, daily morning prayer and the church is now open to the public for quiet prayer each day. Numbers at Church services are healthy and gradually increasing and over the year bible studies, Alpha and confirmations have enabled both new and existing members to engage more deeply with their faith. It was also encouraging to see increased numbers for the Easter and Christmas services. Numbers of funerals have also increased though sadly it means we have lost a number of our longest standing members. On a happier note people continue to bring children for baptism and we have had a couple of adult baptisms too. We have also had a number of wedding blessings.

It was a joy to be able to reinstate the Sunday School thanks to several new volunteers coming forward. Assemblies in both Motttingham and Castlecombe Primary schools have also helped build relationships with the schools. Motttingham Primary has held both Easter and Christmas assemblies in church this year and both schools will host assemblies here in 2019.

We also serve the wider community through our community outreach and volunteering. In this respect 2018 has been a good and busy year. A number of new activities have been started including film nights, pantomime and dance thanks to funding from Big Local. The activities run by StEP continue, as detailed in the separate StEP report and numbers are growing, particularly for the toddler group. There is a sense of positive feedback from the wider community. This was borne out by good support for the Summer fair for the church's 60th anniversary and a successful Christmas Fair, as well as our regular activities.

We continue to have good relations with our local councillors, the Community and Learning Shop, Motttingham Community Association, the Links GP surgery and local businesses, particularly the Co-op. We continue to host Community Impact Days acting as a base for statutory services to visit local trouble spots and have hosted the Community Action Panel, a safer neighbourhood forum and meetings of Motttingham Big Local. During the year we have also developed our relationship with Elmstead Lane Nursing Home and a new relationship with Clairleigh Nursing Home.

We are grateful to the many volunteers who help with projects from our toddlers to our most senior residents, as well as specifically church related events and to those who run other activities, like Zumba Gold and karate from the hall. As well as volunteering for projects run by and through the church members of the church volunteer at various local organisations including the Sense Charity Shop, the Community and Learning shop, the Tenants' and Residents' Association and the local schools. Volunteering roles range from shop front work to trustee governance roles. The Vicar is also chair of governors at Motttingham Primary school and a local committee member at Castlecombe Primary.

#### **Funding, Finances and Sustainability:**

This year the charity's finances are looking healthier than for some time. This is partly due to increased donations and successful fundraising, including from hall use as well as grant funding from a variety of sources like Chislehurst Rotary, the Co-op, Big Local and continued funding via StEP from Peter Stebbings and the Tudor Trust. In addition, careful budgeting has improved cash flow and financial management.

A focused campaign of fundraising for our buildings has brought in grants from Garfield Weston, the Bernard Sunley Charitable Foundation, Veolia and some smaller donations such as the Slaughter and May Community Fund. This means that we are now in a position to install secondary glazing and have the majority of the funds needed to replace the aged and inefficient heating system. The outcome of one more bid is needed to complete the fundraising for the heating, roof repairs and insulation. We have also raised some funds from the Laing Charitable Trust towards installing more toilets and kitchen facilities in church, although continued fundraising will be needed to complete those works.

The charity continues to maintain reserves of three months running and salary costs. Management of restricted funds has been made easier by maintaining separate accounts for StEP and church activities as well as a building fund to account for all funds raised towards the building development. In the coming year we plan to review the investment of capital funds and reserves if they are not to be used imminently.

**ST. EDWARD THE CONFESSOR CHURCH, NOTTINGHAM**

**TRUSTEES REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2018**

The charity has also been considering our environmental footprint and working towards the A Rocha Eco Church award. The plans for developing the buildings are aimed at improving both environmental and financial sustainability. In addition, we are seeking to reduce energy use and increase the consumables that we can recycle. Part of the partnership with the Co-op is also aimed at reducing food waste.

**The future:**

Going forward although the church and STEP will become separate charities we will continue to work closely together and with our wider community partners. In the coming year we will continue to develop our services to the community, which are likely to continue to be in increasing demand as austerity and economic uncertainty continue. We will also continue to improve our environmental footprint and the development of the buildings for the benefit of the community.

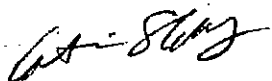
**Trustees Responsibilities**

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.
- Observe the methods and principles in the Charity SORP;

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the governing document. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees are responsible for the maintenance and integrity of the charity and financial information included in the charity's website.



Signed on behalf of the Trustees by Rev Dr Catherine Shelley

Vicar and Chair of Trustees

Date 21st February 2019

# ***St Edwards APCM***

## **StEP Report**

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**Author: Sue Turner**



## **INTRODUCTION**

StEP continued to work with the PCC in its contribution to work from the church buildings in the parish. It had been anticipated that StEP would have been registered as a separate charity before the end of the year but delays in response from the Charity Commission meant that this was not achieved until February 2019. StEP is now an independent charity under charity number 1182060. Regardless of the legal structures the church and StEP will continue to work closely to serve the community.

This report covers the last 12 months. I have given a brief update of each of the projects. An overview of the progress and future of StEP closes this report.

## **PROJECT UPDATES**

### **• Mini Ed's**

Wednesdays 4.45 – 6.15 pm for school years 4, 5 and 6

This group is going well. Numbers are consistent and all young people engage well. We opened the session to year 6 in September in order to do transition work which started in January. We have a volunteer who worked for Place2B, who is an organisation working mainly in primary schools, specialising in work with young children who have behaviour issues or who need counselling support. This area of expertise has proved extremely successful in engaging some of our young people, building their self-esteem and confidence.

### **• Youth Café**

Wednesdays 7 – 9pm school years 9 plus

This session continues to attract our local young people and is going well. Although numbers fluctuate, as is the nature of this age range, some good pieces of work have been conducted and strong relationships with staff and young people exist. Chislehurst Rotary has supported this group greatly in the last 12 months not only through very generous donations but also by running some taster driving sessions. As is imagined this was well received and again we saw confidence rise in all of our young people. Whilst food is still very much the focus of the group much work is being done around employability skills including CV writing, interview techniques and completing application forms. We have had some successes and are hopeful that some of the young people will participate at the next afternoon tea.

### **• Play and Stay**

Tuesday 10.30 – 12pm Parent and toddler group

This group has continued to expand mainly through word of mouth. We are increasing the time and cost after the February half term. However numbers have increased to the point where we are considering opening a second session for health and safety reasons, as we do not wish to turn people away. Also developing really well is the social aspect for parents and carers. We have seen social groups developing and this has helped address issues of isolation and for new parents the chance to talk to others about concerns is building confidence especially for first time parents or those new to the area.

### **• Community Brunch**

Thursday 10.30 – 12pm

Brunch remains popular with a core group of regular attendees who will often help Pat to clear up at the end of the session.

### **• Community Lunch**

Friday 12.30 – 2pm

This session continues to grow. We have been supported by food donations from the Coop which has allowed us to offer a more varied menu. Recently, the Coop has been undergoing a refit so donations have been drastically reduced however this has not affected the variety or quality of meals on offer. We have recently increased the price from £3.50 to £4 for a 3 course meal with unlimited tea and coffee but this has not had a detrimental effect on the attendees.

- **Counselling**

By appointment

We are still receiving funding from Nottingham Community Association to support this project although currently we have 5 clients, all of whom are financially contributing something to their session. The clients who range in age with the youngest being 14 years old have contacted us either by referral or recommendation.

- **Afternoon Tea**

We continue to hold these events and have been successful in securing a small grant from Big Local which has enabled us to hire a singer for each event which has proved most successful and we are now catering for 60 people at each event.

- **Christmas Lunch**

This was a huge success. We were again fortunate to get much support from the local Coop with food for the meal, staff and funding which enabled us to refund £5 to each ticket holder. We also had entertainment by Tracy, the singer who had been at the afternoon tea, and the 60 people attending thoroughly enjoyed the event joining in with the singing and for some, dancing.

- **Yoga**

After much discussion it was decided to end the session as it was not financially viable and was consistently carrying a deficit.

- **Miscarriage Support Group**

Again it was decided to end this session due to lack of take up.

### **OVERVIEW**

The last 12 months have been busy. There have been some successes and some failures. These do not make us despondent but rather, allow us to learn, grow and improve all the time.

Evaluation is a crucial element in this progression and monitoring of projects allows us to make informed decisions ensuring we are providing an environment where people of all ages and backgrounds are welcomed, are safe and where there is opportunity to grow and develop, Play and Stay being one such example and we must continue to expand and review our projects to ensure we are meeting the needs of the community and in so doing are reaching out to all.

We are going to start a support group for parents of Autistic children as a result of talking to parents and organisations. This will launch after Easter and will be supported by our counsellor Linda and our child psychologist Angela, who has first-hand experience of being a parent of a child with extra needs.

### **Closing Thoughts**

*The future remains positive and funding already secured means that our vision is on its way. The passion and determination of those involved is still as great as ever and through the dedication and hard work of all we will succeed*

**ST. EDWARD THE CONFESSOR CHURCH, MOTTINGHAM**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

	Notes	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	TOTAL 2018 £	TOTAL 2017 £
<b>INCOME AND ENDOWMENTS FROM:</b>						
Donations and Legacies	<b>3a</b>	13,752	0	24,257	38,009	12,758
Raising Funds	<b>3b</b>	1,284	0	2,499	3,783	239
Investments	<b>3c</b>	66	140	0	206	122
Charitable Activities	<b>3d</b>	24,622	0	45,007	69,629	65,426
Other	<b>3e</b>	4,301	0	3,957	8,258	0
<b>TOTAL INCOME</b>		<b>44,025</b>	<b>140</b>	<b>75,720</b>	<b>119,885</b>	<b>78,545</b>
<b>EXPENDITURE ON:</b>						
Charitable Activities	<b>4a</b>	40,771	0	42,216	82,987	84,892
Raising Funds	<b>4b</b>	1,779	0	0	1,779	1,117
Other	<b>4c</b>	0	0	0	0	1,559
<b>TOTAL EXPENDITURE</b>		<b>42,550</b>	<b>0</b>	<b>42,216</b>	<b>84,766</b>	<b>87,568</b>
<b>NET INCOME/EXPENDITURE</b>		<b>1,475</b>	<b>140</b>	<b>33,504</b>	<b>35,119</b>	<b>(9,023)</b>
Transfers between funds	<b>5,6</b>	(1,537)	(140)	1,677	0	0
<b>NET MOVEMENT IN FUNDS</b>		<b>(62)</b>	<b>0</b>	<b>35,181</b>	<b>35,119</b>	<b>(9,023)</b>
<b>Reconciliation of funds:</b>						
Total Funds Brought Forward		29,362	28,000	25,283	82,645	91,668
Opening Balance Adjustment	<b>18</b>	(85)	0	0	(85)	0
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>29,215</b>	<b>28,000</b>	<b>60,464</b>	<b>117,679</b>	<b>82,645</b>

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 13 to 20 form part of these financial statements.

**ST. EDWARD THE CONFESSOR CHURCH, NOTTINGHAM**

**BALANCE SHEET  
AS AT 31 DECEMBER 2018**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	31-Dec-18 Total £	31-Dec-17 Total £
<b>Fixed Assets</b>						
Tangible assets - Church		5,934	0	0	5,934	8,735
Tangible assets - STEP		0	0	1,685	1,685	0
<b>Current Assets</b>						
Debtors	9	425	0	0	425	0
Cash at bank and in hand	8	23,622	28,000	60,779	112,401	73,910
<b>Total Current Assets</b>		<b>24,047</b>	<b>28,000</b>	<b>60,779</b>	<b>112,826</b>	<b>73,910</b>
<b>Creditors: amounts falling due within one year</b>	10	766	0	2,000	2,766	0
<b>NET CURRENT ASSETS</b>		<b>23,281</b>	<b>28,000</b>	<b>58,779</b>	<b>110,060</b>	<b>73,910</b>
<b>TOTAL ASSETS less current liabilities</b>		<b>29,215</b>	<b>28,000</b>	<b>60,464</b>	<b>117,679</b>	<b>82,645</b>
<b>NET ASSETS</b>		<b>29,215</b>	<b>28,000</b>	<b>60,464</b>	<b>117,679</b>	<b>82,645</b>
<b>Funds of the Charity</b>						
<b>Church funds</b>						
General Unrestricted Funds		24,224	0	0	24,224	26,786
Endowment Funds	6	0	28,000	0	28,000	28,000
Restricted Funds	5	0	0	31,629	31,629	975
<b>STEP funds</b>						
General Unrestricted Funds		4,991	0	0	4,991	2,576
Restricted Funds	5	0	0	28,835	28,835	24,308
<b>Total Funds</b>		<b>29,215</b>	<b>28,000</b>	<b>60,464</b>	<b>117,679</b>	<b>82,645</b>

Approved by the Trustees on 14th April 2019 and

Signed on their behalf by

 Trustee

**ST. EDWARD THE CONFESSOR CHURCH, NOTTINGHAM**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**Basis of preparation:**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

The Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There are no material uncertainties about the charity's ability to continue in operation as a going concern.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

**1. ACCOUNTING POLICIES**

**Income**

*Recognition of Income*

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees believe it is probable they will receive the resources; and
- the monetary value can be measured with sufficient reliability

*Income with related expenditure*

Where income has related expenditure (as with fundraising or contract income) the income and related expenditure are reported gross in the SOFA.

*Grants and Donations*

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

*Tax reliefs on Donations and Gifts*

Income from tax reliefs are included in the SOFA during the same period as the gift to which they relate.

*Gifts in Kind*

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as income when receivable.

*Donated Services and Facilities*

These are only included in income (with an equivalent amount in expenditure) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

*Volunteer Help*

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

*Investment Income*

This is included in the accounts when receivable.

**Expenditure and liabilities**

*Liability recognition*

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

*Governance Costs*

Include costs of the preparation and examination of statutory accounts, the costs of the trustees meetings and cost of any legal advice to trustees on governance or constitutional matters.

*Support Costs*

Support costs are those that assist the work of the charity but do not directly represent charitable activities, including office costs and administrative payroll costs if any. They are incurred directly in support of expenditure on the objects of the charity and are all directly attributable to the general church operational activities.

**ST. EDWARD THE CONFESSOR CHURCH, NOTTINGHAM**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2018**

*Pensions*

A workplace pension scheme is available to eligible employees. Contributions are charged to the statement of financial activities when payable.

*Assets*

Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation is calculated at a rate to write off the cost of tangible fixed assets on a straight line basis over their estimated useful lives. The rates applied per annum are as follows:

Fixtures, Fittings and Equipment	20%
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**2. TANGIBLE FIXED ASSETS**

		Restricted StEP Fixtures Fittings & Equipment	Unrestricted Fixtures Fittings & Equipment	Total
		£	£	£
Cost	01-Jan-18	0	14,555	14,555
Additions		2,246	147	2,393
Revaluation: 16		0	0	0
Cost at	31-Dec-18	<u>2,246</u>	<u>14,702</u>	<u>16,948</u>
Depreciation	01-Jan-18	0	5,820	5,820
Charge		561	2,948	3,509
Depreciation at	31-Dec-18	<u>561</u>	<u>8,768</u>	<u>9,329</u>
Net Book Value	31-Dec-18	<u><b>1,685</b></u>	<u><b>5,934</b></u>	<u><b>7,619</b></u>
Net Book Value	31-Dec-17	0	8,735	8,735

Fixed assets are used for charitable purposes.

The annual commitments under non-cancellable operating leases and capital commitments are as follows:

31 December 2018: None

31 December 2017: None

**ST. EDWARD THE CONFESSOR CHURCH, MOTTINGHAM**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2018**

<b>3. INCOME</b>	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	TOTAL 2018 £	TOTAL 2017 £
<b>a) Donations and Legacies</b>					
Collections	9,634	0	0	9,634	7,963
Donations	2,756	0	8,085	10,841	3,362
Gift Aid	1,362	0	0	1,362	1,433
Grants	0	0	16,172	16,172	0
	<b>13,752</b>	<b>0</b>	<b>24,257</b>	<b>38,009</b>	<b>12,758</b>
<b>b) Raising Funds</b>					
Fundraising	1,284	0	2,499	3,783	239
	<b>1,284</b>	<b>0</b>	<b>2,499</b>	<b>3,783</b>	<b>239</b>
<b>c) Investments</b>					
Investment Income	66	140	0	206	122
	<b>66</b>	<b>140</b>	<b>0</b>	<b>206</b>	<b>122</b>
<b>d) Charitable Activities</b>					
<u>Church Activities</u>					
CFM Fees	3,017	0	0	3,017	384
Hall Hire	16,362	0	0	16,362	7,073
<u>St Edwards Project Development (StEP):</u>					
Brunch	2,686	0	0	2,686	2,004
Counselling	0	0	3,519	3,519	3,470
Good Choices	0	0	0	0	152
Little Eds	0	0	193	193	456
Lunches	0	0	6,213	6,213	6,301
Afternoon Tea	0	0	2,732	2,732	2,509
Play and Stay	784	0	0	784	572
Project Worker	0	0	23,000	23,000	35,680
Theatre Tickets	0	0	0	0	555
Tuck	323	0	0	323	0
Yoga	523	0	0	523	875
Youth Café	0	0	9,350	9,350	5,395
Miscellaneous - Donations	842	0	0	842	0
Miscellaneous - Other	85	0	0	85	0
	<b>24,622</b>	<b>0</b>	<b>45,007</b>	<b>69,629</b>	<b>65,426</b>
<b>e) Other</b>					
Other Income	2,669	0	0	2,669	0
Vicarage Income	1,632	0	3,957	5,589	0
	<b>4,301</b>	<b>0</b>	<b>3,957</b>	<b>8,258</b>	<b>0</b>

**ST. EDWARD THE CONFESSOR CHURCH, NOTTINGHAM**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**4. EXPENDITURE**

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	TOTAL 2018 £	TOTAL 2017 £
<b>a) Charitable Activities</b>					
<u>Church activities:</u>					
Catering and Refreshments	1,098	0	0	1,098	4,352
CFM Fees	2,192	0	0	2,192	0
Children's Work	64	0	0	64	0
Church Services	1,055	0	0	1,055	540
Flowers	88	0	0	88	70
Funeral Fees	0	0	0	0	124
Gifts and donations	414	0	0	414	2,334
Other activities	1,896	0	933	2,829	0
Parish Pledge	9,180	0	0	9,180	9,180
Training	255	0	0	255	0
Travel and Hospitality	99	0	0	99	1,117
Volunteer Payments	117	0	0	117	0
<u>St Edwards Project Development (StEP)</u>					
Accountancy and payroll	675	0	312	987	288
Bank charges	72	0	0	72	72
Children and Youth	0	0	0	0	104
Depreciation	0	0	561	561	0
Afternoon tea	0	0	416	416	0
Brunch	573	0	0	573	0
Counselling	0	0	3,235	3,235	2,085
Lunch	0	0	3,445	3,445	0
Lunch Cap spend	0	0	33	33	0
Mini Ed's	0	0	463	463	0
Miscellaneous	202	0	0	202	0
PNS	221	0	0	221	0
Project Worker	0	0	24,480	24,480	23,889
Steph Blackwell	0	0	389	389	0
Theatre Tickets	0	0	0	0	555
Tuck	62	0	0	62	0
Wages and Salaries	0	0	0	0	8,412
Yoga	720	0	0	720	1,140
Youth Café	0	0	7,146	7,146	0
<u>Office and support costs:</u>					
Accountancy and payroll	0	0	0	0	720
Computer and Equipment	761	0	0	761	0
Printing, postage and stationery	1,893	0	90	1,983	2,539
Professional subscriptions and licences	129	0	90	219	543
Telephone	1,416	0	0	1,416	975
<u>Premises costs:</u>					
Depreciation	2,948	0	0	2,948	2,911
Gardening	470	0	0	470	1,824
Insurance	2,982	0	0	2,982	2,859
Rent and Rates	0	0	0	0	1,011
Repairs and maintenance	5,506	0	623	6,129	11,716
Utilities	4,308	0	0	4,308	4,989
Vicarage and premises costs	700	0	0	700	430
<u>Governance costs:</u>					
Independent examination 2017	360	0	0	360	0
Independent examination 2018	315	0	0	315	0
Safeguarding and DBS Checks	0	0	0	0	113
	<b>40,771</b>	<b>0</b>	<b>42,216</b>	<b>82,987</b>	<b>84,892</b>
<b>b) Raising Funds</b>					
Costs of generating voluntary income	1,779	0	0	1,779	1,117
	<b>1,779</b>	<b>0</b>	<b>0</b>	<b>1,779</b>	<b>1,117</b>
<b>c) Other</b>					
Sundry expenses	0	0	0	0	1,559
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,559</b>



**ST. EDWARD THE CONFESSOR CHURCH, MOTTINGHAM**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**5. RESTRICTED FUNDS**

	Balance 01-Jan-18 £	Income £	Expenditure £	Assets Capitalised £	Transfers £	Balance 31-Dec-18 £
Hall Deposits	0	1,440	0	0	0	1,440
Vicarage LBB	0	200	0	0	0	200
Bequest	975	0	0	0	0	975
Big Local	0	6,172	1,113	0	(323)	4,736
Building Fund	0	22,901	623	0	2,000	24,278
StEP - Big Eds (Bromley Drugs Money)	1,793	0	0	0	(1,793)	0
StEP - Project Worker	15,480	23,000	24,792	0	0	13,688
StEP - Youth Café	1,500	9,350	7,146	0	1,793	5,497
StEP - Mini Eds	876	193	463	0	0	606
StEP - Counselling	1,220	3,519	3,235	0	0	1,504
StEP - Lunches	2,509	6,213	4,039	2,246	0	4,683
StEP - Afternoon Tea	0	2,732	416	0	0	2,316
S Blackwell Training	930	0	389	0	0	541
	<u>25,283</u>	<u>75,720</u>	<u>42,216</u>	<u>2,246</u>	<u>1,677</u>	<u>60,464</u>

**The Hall Deposits Fund** relates to monies retained against regular hirers.

**The Vicarage LBB Fund** relates to a deposit from the London Borough of Bromley for the vicarage lodger.

**The Bequest Fund** relates to a private bequest from an individual.

**The Big Local Fund** relates to three separate grants: Community Film Nights, Weekly Dance Classes for the Community and Weekly Boxing Classes for the Community.

**The Building Fund** relates to funds for new church heating, double glazing and refurbishment.

**The StEP Funds** relate to each specific activity as shown.

**The S Blackwell Training Fund** relates to monies received from a donor for S Blackwell fundraising activities. It was decreed by S Blackwell that the remaining funds held be used for trustee training.

**6. ENDOWMENT FUNDS**

	Balance 01-Jan-18 £	Income £	Expenditure £	Assets Purchased £	Transfers £	Balance 31-Dec-18 £
Painting Fund	28,000	140	0	0	(140)	28,000
	<u>28,000</u>	<u>140</u>	<u>0</u>	<u>0</u>	<u>(140)</u>	<u>28,000</u>

**The Endowment Fund** relates to funds received from the sale of a painting. The capital is held as permanent endowment funds; interest earned is permitted to be used for general charitable purposes.

**7. TRANSFERS BETWEEN FUNDS**

	Reason for transfer	Amount £
Between StEP restricted funds Big Eds and StEP restricted funds Youth Café	For drugs awareness work with young people	1,793
Between Big Local restricted fund and church general unrestricted funds	For Big Local project costs	323
Between church general unrestricted funds and restricted Building Fund	Loan to help with professional costs for building work and match funding for fundraising bids	2,000
Between StEP unrestricted funds and church general unrestricted funds	For contribution to accountancy costs	360
Between StEP unrestricted funds and church general unrestricted funds	For contribution to utilities, photocopier, admin	2,179
Between endowment funds and church general unrestricted funds	To transfer interest earned on endowment to general funds	140

**ST. EDWARD THE CONFESSOR CHURCH, MOTTINGHAM**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2018**

<b>8. CASH AT BANK AND IN HAND</b>	Unrestricted Fund £	Endowment Fund £	Restricted Fund £	<b>Total 31-Dec-18 £</b>	<b>Total 31-Dec-17 £</b>
HSBC	4,503	0	34,038	38,541	5,565
CCLA	13,406	0	0	13,406	13,340
CBF	177	28,000	0	28,177	28,037
StEP - current account	5,306	0	26,741	32,047	26,968
StEP - cash in hand	230	0	0	230	0
	<b>23,622</b>	<b>28,000</b>	<b>60,779</b>	<b>112,401</b>	<b>73,910</b>

**9. DEBTORS AND PREPAYMENTS**

	Unrestricted Fund £	Restricted Fund £	<b>Total 31-Dec-18 £</b>	<b>Total 31-Dec-17 £</b>
Gift Aid Tax Recoverable	0	0	0	0
Hall Rental	425	0	425	0
	<b>425</b>	<b>0</b>	<b>425</b>	<b>0</b>

**10. CREDITORS ACCRUALS AND DEFERRED INCOME:  
AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Unrestricted Fund £	Restricted Fund £	<b>Total 31-Dec-18 £</b>	<b>Total 31-Dec-17 £</b>
StEP - HMRC PAYE and NI	136	0	136	0
StEP - Independent Examiners Fees 2018	315	0	315	0
Church - Independent Examiners Fees 2018	315	0	315	0
Church - Loans	0	2,000	2,000	0
	<b>766</b>	<b>2,000</b>	<b>2,766</b>	<b>0</b>

**11. STAFF COSTS AND NUMBERS**

	<b>2018 £</b>
Gross Wages and Salaries	24,480
Employer's National Insurance Costs	2,225
Employers Allowance Claimed	(2,225)
Pension Contributions	0
	<b>24,480</b>

Employees who were engaged in each of the following activities:

	<b>2018 TOTAL</b>
Activities in furtherance of organisation's objects	1

No employees received emoluments in excess of £60,000. Staff are paid through the PAYE system.

No employer pension contributions were paid on behalf of any employees. No employees were eligible to be automatically enrolled into the workplace pension scheme, and no employees requested to join the scheme.

**12. TRUSTEES AND OTHER RELATED PARTIES**

No Trustees received remuneration.

**ST. EDWARD THE CONFESSOR CHURCH, MOTTINGHAM**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**12. TRUSTEES AND OTHER RELATED PARTIES (continued)**

	2018	2017
Number of Trustees who were reimbursed for expenses incurred whilst on church business	4	5
Total amount paid	£ 2,577	2,380

Aggregate donations totalling £1,320 were received by the Church from two trustees.

No other payments were made to trustees or any persons connected with them during this financial period.

**13) RECONCILIATION OF FUNDS HELD AND MOVEMENT OF FUNDS**

	CURRENT PERIOD					
	Balance 01-Jan-18 £	Income £	Gains/Losses £	Expenditure £	Transfers £	Balance 31-Dec-18 £
Unrestricted funds	29,277	44,025	0	42,550	(1,537)	29,215
Endowment funds	28,000	140	0	0	(140)	28,000
Restricted funds	25,283	75,720	0	42,216	1,677	60,464
	82,560	119,885	0	84,766	0	117,679

**14) RECONCILIATION OF FUNDS HELD AND MOVEMENT OF FUNDS**

	PREVIOUS PERIOD					
	Balance 01-Jan-17 £	Income £	Gains/Losses £	Expenditure £	Transfers £	Restated Balance 31-Dec-17 £
Unrestricted funds	36,801	30,401	0	38,084	244	29,277
Endowment funds	28,000	0	0	0	0	28,000
Restricted funds	26,867	48,144	0	49,484	(244)	25,283
	91,668	78,545	0	87,568	0	82,560

**15. PUBLIC BENEFIT**

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake

**16. GRANTS RECEIVED**

During the year, the charity gratefully received the following grants:

	2018 £	2017 £
<u>StEP</u>		
John Marsden	0	10,000
The Peter Stebbings Memorial Trust *	8,000	10,000
The Co-Op	0	7,878
The Tudor Trust (for Project Worker)	15,000	15,000
Rotary (for Youth Café)	5,000	0
Community Links Bromley (for Afternoon Tea)	2,468	0
<u>Church</u>		
Big Local	6,172	0
	36,640	42,878

\* 2018: The Peter Stebbings Memorial Trust Grant was received as follows: £6,000 for Project Worker, £1,000 for Counselling and £1,000 towards Utility costs;

**ST. EDWARD THE CONFESSOR CHURCH, NOTTINGHAM**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**17. POST BALANCE SHEET EVENTS**

In February 2019, the restricted fund shown in these accounts (StEP) gained its own charitable status and will in future be responsible for reporting its finances to the Charity Commission.

**18. OPENING BALANCE ADJUSTMENT**

The StEP bank balance was overstated by £85 at the end of the previous financial year at 31st December 2017. An adjustment has been put through in 2018 to correct this.

## **APPENDICES**

This page does not form part of the statutory financial statements which are the subject of the Independent Examiner's report on Page 4.

### **St Edwards Project Development (StEP) Receipts and Payments Account**

Year ended 31 Dec 2018

	<b>2018</b>	
	£	£
<b>Income</b>		
Afternoon Tea	2,732	
Brunch	2,686	
Counselling	3,519	
Little Eds	193	
Lunches	6,213	
Play and Stay	784	
Project Worker	23,000	
Miscellaneous	842	
Tuck	323	
Yoga	523	
Youth Café - transfer in	1,793	
Youth Café	<u>9,350</u>	
		<b>51,958</b>
<b>Expenditure</b>		
Accountancy and payroll	627	
Bank charges	72	
Capital Spend	2,426	
Capital Spend to Balance Sheet	( 2,246 )	
Contribution to Utilities	1,520	
Contribution to Accountancy Fees	360	
Contribution to Alarm, CCTV, Admin	659	
Depreciation	561	
Afternoon tea	416	
Brunch	573	
Counselling	3,235	
Lunch	3,445	
Mini Ed's	463	
Miscellaneous	202	
PNS	221	
Project Worker	24,480	
Steph Blackwell	389	
Tuck	62	
Yoga	720	
Youth Café	<u>7,146</u>	
		<b>45,331</b>
<b>Surplus/(deficit) for period</b>		<u><b>6,627</b></u>
<b>Fixed Assets (at net book value)</b>	1,685	
<b>Current assets</b>		
Current account	32,047	
Petty cash account	<u>230</u>	
		33,962
<b>Current liabilities</b>	<u>451</u>	451
<b>Net assets</b>		<u><b>33,511</b></u>
<b>Reserves</b>		
Income and Expenditure account b/f		<u><b>26,884</b></u>
Surplus/(deficit) for the period		<u><b>6,627</b></u>
Income and Expenditure account c/f		<u><b>33,511</b></u>